

## MANAGER'S RESPONSIBILITIES & DUTIES

[www.montgomerycountymd.gov/rec](http://www.montgomerycountymd.gov/rec)

The list below contains several important guidelines and rules that are the direct responsibility that you, as manager and representative of your team, have assumed. Please review these carefully, as well as the **MCRD Playing Rules**, and the national rulebook, which has been provided to you. Should you have questions/concerns regarding these or any rule, please feel free to call the Sports office for clarification.

1. **It is the manager's responsibility to make sure that the official team roster has been received by the Sports Office prior to the first league game (Preliminary roster).** Changes, deletions and/or additions must be made in writing before any player is eligible for participation, which is enclosed in your packet. Coaches enclosing a self addressed stamped envelope will be mailed a photocopy of the received roster. **Any team without a roster on file by the first Monday in June (June 1, 2009) will NOT be eligible for playoffs regardless of record or standing.**
  2. The team manager is responsible for the conduct of their team and spectators.
  3. Anyone who strikes, shoves, pushes, bumps, or otherwise physically threatens an official, shall be suspended from all department activities for at least one year from the date of that incident.
  4. Any player, manager or coach, who approaches an official in a negative manner, after the conclusion of a league game, will be suspended for at least one (1) game.
  5. Any player who violates any of the M-NCPPC regulations, especially the possession or consumption of alcoholic beverages on park property, shall be subject to disciplinary action to be taken by the League Director.
  6. **The home team will be responsible for the following:**
    - a. Furnish one set of substantially constructed softball bases (15"X15"X3") for each game not played at a regional park.
    - b. **Furnish 2 new softballs that the county has provided to start the game. If additional balls are needed, the team that loses the ball shall furnish as many additional (12", .44 C.O.R., 375 compression for men, or 11" .44 C.O.R., 375 compression for women) playable balls, as needed, to complete their turn at bat. (The umpire must approve any non-league-supplied softball.) XII.3**  
**Balls- The official game balls are as follows**  
Men's- any 12" .52 core ball with a 275 compression (The color or the name of the ball will not matter along as the ball is stamped with the .52 core/275 compression).  
Co-Rec both 12" (Men's) and 11" (Women) .44 core balls with a 375 compression  
Women's- any 11" .44 core ball with a 375 compression
- XII.4 BATS: The department will use the ASA rule. Please refer to the department's website at [www.montgomerycountymd.gov/rec](http://www.montgomerycountymd.gov/rec) under Adult Softball Programs.**
- b.
  - c. The official score book is the responsibility of the home team. If during the course of a game, a question arises, i.e. batting order, amount of runs or outs, the umpire will use both score books, however, the home team's book will be considered the book of record. Please be sure that you have someone affiliated with your team that has knowledge of how to keep score. (First and last names must be listed in the score book!)

7. Please carry the national rulebook and the MCRD rules (or MCSSA rules) with you. Failure to present league rules to an umpire at the time of misapplication of that rule will result in a non-protestable decision. Please review the proper procedure on how to protest that is outlined in the national rulebook.

SBManagers\_Duties.doc/1/31/08/SoftballMCRD

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(Continued)

8. Please review the MCRD rule describing make-up procedure. The Recreation Department will be responsible for both teams and to make arrangements for make-up games. Make-ups will be posted on the Recreation Department's website: [www.montgomerycountymd.gov/rec](http://www.montgomerycountymd.gov/rec)
9. **The winning team is responsible for reporting all scores to the MCRD score line (240-777-6888). Standings will be based on REPORTED SCORES, so please do so promptly.**
10. You are the MCRD Sports Office contact for your team. If your phone numbers or address should change, please inform our office as soon as possible. Each team should also provide the league office with an alternative contact name and phone number.
11. Please advise your players of playing rules, regulations of the M-NCPPC, and roster eligibility requirements.
12. Provide your players with the supplied field directions and inclement weather numbers.
13. Please report any no-show or late officials to our office (**240-777-6888 score line**). Please review the league rules regarding playing the game with a volunteer umpire.

Thank you for reviewing the above items and for playing a vital and often-thankless job of team manager. The Montgomery County Department of Recreation appreciates the time and effort you provide so your team has the opportunity to participate in the county's league.

**Inclement Weather Information:** To determine the field playing conditions please contact the following phone numbers: The message will be taken and a recorded on **240-777-6889**, listing any cancellations. The Recreation Department follows the Region Park weather cancellation lines.

**Recreation Department                      240-777-6889**

**Park Police Non-emergency              301-949-8010**

**Note: if the weather lines are not up-dated teams must report to the fields and let the Umpires make the final decision. Please call the score line and report all cancellations.**